

**MAUI LANI COMMUNITY ASSOCIATION
DESIGN REVIEW**

Photovoltaic and/or Solar Water Heating Systems Installation Application

Date of Application: _____ Submitted By _____

Lot Number & Phase: _____

Property Address _____

Contractor E-mail address: _____

The initial fee for inspecting the completion of Photovoltaic and/or Solar Water Heating Installation is \$50.00 which must be paid at the time of application submittal.

Owner(s): All Owners of Record Must Sign

Print Name(s)

Mailing Address

Owner E-mail Address

Daytime Telephone

Evening Telephone

Please check appropriate category(s)

☐ Photovoltaic Panels

☐ Water Heating Panels

- The undersigned Unit Owner(s) has read and agrees to follow the Maui Lani Community Association Governing Documents and Design Guideline requirements for the installation of Photovoltaic/Solar Systems.
- A \$50.00 per site visit will be charged to the Unit Owner's account for each additional compliance inspection.
- A \$200.00 fine for failure to comply with the conditions of approval or violation of the Association's Governing Documents in regard to the installation may be assessed to the Unit Owner's account, and may result in the Unit Owner being required to make the changes necessary to bring the Unit into compliance.

Contact Information
Maui Lani Design Review Committee
Phone: 808-877-0777
Fax: 808-877-0775

MAUI LANI COMMUNITY ASSOCIATION DESIGN REVIEW
Application for Photovoltaic and/or
Solar Water Heating Systems Installation

Photovoltaic & Solar Systems Installation
Information Submittal Form

General Information:

Number of Project Phases: _____ Num ber of Panels: PV _____ Solar _____

Inverter Location: _____

<u>Description:</u>	<u>Page No.</u>	<u>Plans Must Include:</u>
Site Plan	_____	House Pad with Street View with Existing & Proposed Panels
Roof Plan	_____	Detailed Scaled Drawings of all Existing & Proposed Panels with Drawings of all Conduit & Pipe Runs
Elevation Plan	_____	Detailed Scaled Drawings of all Existing & Proposed Panels with Drawings of all Conduit & Pipe Runs
Screening Method	_____	Detailed Description of the Screening and/or Painting for the Conduit & Electrical Boxes, & Water Pipe.

Supporting Information Included:

Panel Manufacturer Specification Sheet

Inverter Manufacturer Specification Sheet _____

Mounting System Manufacturer Specification Sheet _____

Prior to submittal to the Maui Lani Design Review Committee (DRC), the photovoltaic or solar hot water plans must be prepared or reviewed and stamped by solar power system contractor (photovoltaic) or a solar energy system contractor (solar hot water) licens ed to do business in the State of Hawaii.

Owner Agreement: I the undersigned Unit Owner agree that any and all alterations to the exterior of the house will be constructed, installed and/or conducted in accordance with all rules, regulations and policies of the Association including but not limited to the Association's Governing Documents, **Design Guidelines** and Policies. I further agree that all proposed and existing exterior metal and conduit, including flashing, electrical boxes, sheet metal and vents shall be finished to match or complement the approved house/roof color, and hidden from view as much as practical.

Owner's Signature

Date

Owner's Signature

Date

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Contractor Registration Form
(Exhibit D)

Please have your Contractor submit the following information for our files. Please mail or fax to:

Mail to: Maui Lani Community Association
PO Box 1642
Kahului, HI 96733

or Fax to: (808) 877-0775

Contractor License Number: _____

Contractor Project(s) _____
I.e. Driveway, wall, fence, landscape, house construction etc.

Print name of Licensed Company or Person

Company Address

Contractor Name (Print)

Signature (required)

Name of Office Contact (if applicable)

Office Phone #

Office Fax #

Site Forman (if applicable)

Forman Cell #

Company E- Mail address

Project Property Owner(s)

Project Property Address and Lot Number

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Design Guidelines Clarification For Heating or Electric (Photovoltaic) Solar Panel Systems Installations

The Maui Lani Community Association (Association) Design Review Committee (DRC) regards heating and electrical (PVS) solar panels and its associated supports, conduits, etc. as "exterior alterations". The process for the installation of these systems is covered in the Maui Lani Master Design Guidelines, and the information below is an excerpt from those Design Guidelines, and provided to Owners and their contractors for their review prior to submitting plans to the Association DRC.

5. SOLAR - PHOTOVOLTAIC.

- 5.1. No mechanical equipment, other than solar heating or solar electricity (e.g. photovoltaic) panels shall be placed upon the roof.
- 5.2. The installation of solar heating and solar electricity (photovoltaic) panels shall be limited to the roof and approved structures, and as much as practical, be hidden from view by either incorporating them into a flat roof section or laying them on a parallel plane flush-mounted to a sloped roof. The panels shall be installed along the roof plane, which will allow the maximum southerly exposure, while minimizing panel height.
- 5.3. Solar heating and solar electricity (photovoltaic) panels shall be installed, maintained, repaired, replaced and operated in complete conformity with the required application and plans, as submitted to the DRC, and shall be in compliance with any conditions of DRC approval, regardless of whether or not the current lot owner caused it to be installed.
- 5.4. The solar panels shall not be installed unless they meet all applicable standards and requirements imposed by state and local permitting authorities, and all applicable safety, performance and reflectivity standards established by industry standards and accredited testing laboratories such as Underwriters Laboratories.
- 5.5. All exterior metal and conduit, including flashing, sheet metal and vents used for the panels shall be finished to match or complement the house/roof color. All wires shall be underground, or hidden or screened from view as detailed above from the street, golf course and adjacent properties. The DRC may approve pre-finished exterior metal, if deemed to be complementary to the house and/or roof color.
 - 5.5.1. Mechanical equipment, apparatus, or the like, including but not limited to batteries and inverters, shall be installed within the Unit garage. If the DRC determines installation of such equipment within the garage is not practical, the DRC may agree for the equipment to be installed on the exterior of the house or adjacent to the house structure, within the buildable area, (not in the setbacks). However, if so installed, it must be screened from view of the street, golf course and adjacent properties.

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Design Guidelines Clarification For
Heating or Electric (Photovoltaic) Solar Panel Systems Installations
Continued

- 5.5.2. Mechanical equipment, apparatus, or the like, including but not limited to batteries, inverters, and electric meters shall not be installed on the front of the house.
- 5.5.3. Screening material for the purpose of these documents shall be landscaping material, exterior finish body material, lattice, fencing, or walls that are compatible in appearance and color with the main structure and shall screen the item from view of the street, golf course, and adjacent properties.
- 5.6. Solar panels must be installed by an installer holding all licenses required by state law and local ordinances for installation of solar heating or electric panels.
- 5.7. The application shall include or be accompanied by the following: a scaled plan, minimum 1/8 inch scale, detailing location (roof elevations), method of installation, mounting rack design, and routing of the brackets and cabling and conduit serving it. The identity of the manufacturer and the model designation shall be made a part of the application. Photographs and/or product brochures and other similarly detailed graphical representations of the solar system to be installed shall be made available to the DRC. The contractor is required to provide a completed contractor's registration form, which includes the license number, name, address and phone number of the contractor. Copies of the permits and any stamped approved plans as submitted to the County shall be provided as part of the application and/or approval process.
- 5.8. Written notice shall be provided by the owner to the DRC upon completion of the installation.
- 5.9. The Association will not be responsible for the removal or trimming of trees, or the causing of the removal or trimming of trees, which may block sunlight to any solar device or panels.

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Review Rules and Regulations 2010 (Revised 3-02-17)

1. As much as practical, meetings of the Design Review Committee (DRC) shall be held twice a month. If there is no quorum or no significant plan submittals are pending, the meetings may be postponed or rescheduled.
2. For small, partial reviews, DRC members may elect to review submittals without a meeting and provide written comments or approval.
3. Each DRC member shall be responsible for procuring the plan information required for the review and shall be responsible for providing comments in a timely manner to avoid unnecessary delays for the applicant.
4. All approvals or disapprovals shall require the consensus of not less than 50% of the DRC members, except as noted in number two (2).
5. The designated Association DRC facilitator shall memorialize all comments, conditions, or approvals determined by the DRC in a letter to the Unit Owner. A response shall be provided within 20 business days of receipt of a complete submittal. A response may be an approval, disapproval, or notification that a quorum was not established for the review and that the review period is being extended. If an extended review period expires without the approval or disapproval of DRC, then a designated agent for the DRC, with the expert advice of an architectural consultant or DRC member, may prepare a disapproval or approval letter to the Unit Owner.
6. In order to promote the comprehensive submittal of plans and to cover the cost of architectural and engineering consultants, including site inspections, the following fees for application and plan submittal as well as the fees for "After the Fact" application fees have been adopted:

	<u>Application Fees</u>	<u>"After the Fact" Fees</u>
New Home	\$ 1000.00	\$1500.00
Addition or Renovation	\$ 650.00	\$ 975.00
Pool, Wall, Trellis	\$ 250.00	\$ 375.00
Landscaping, etc.	\$ 150.00	\$ 225.00
Minor Revisions	\$ 75.00	\$ 112.50
Solar Inspection	\$ 50.00	

7. Minor submittals such as color review, mailbox designs, cable and solar installations etc. may be exempt from fees at the discretion of the DRC.
8. A Member of the DRC and Association staff shall conduct on-site inspections at the following three stages: 1. staking, 2. rough framing, and 3. final.
9. It shall be the property owner's responsibility to notify the DRC when the property is ready for inspections. Failure to do so will result in a \$100.00 fine for each occurrence.
10. Money held by the Association as security for damage, performance and compliance during construction shall not be released until certification of condition of common areas and that the applicant has met all Association rules, regulations, and Design Guidelines.
11. The DRC Review Rules & Regulations are subject to change at any time; however, they will be reviewed annually in the last quarter.
12. The DRC shall advise all property Owners of the above conditions by providing a copy of this policy to all property owners submitting plans for review.

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